

o/c



The Chief Engineer
Waste Management Cell
West Bengal Pollution Control Board
Paribesh Bhawan
Building No. 10A, Block- LA
Sector- III, Bidhannagar
Kolkata- 700 106

Date: 27.06.22

Sub:- Submission of Annual Report in Form IV in favour of Apollo Multispeciality Hospitals Limited, Kolkata- 54

Dear Sir,

We are submitting the Annual Report in the prescribed format (Form-IV) in favour of Apollo Multispeciality Hospitals Limited, Kolkata- 700054 for the period January 2021 to December 2021.

Thanking you,

For, Apollo Multispeciality Hospitals Limited

RANA DASGUPTA

(CHIEF EXECUTIVE OFFICER – EASTERN REGION)



Encl. A/a



Apollo Multispeciality Hospitals Limited
(Formerly Apollo Genesis Hospital Limited), 58, Canal Circular Road, Kolkata, West Bengal - 700 054, India.
☎ +91-33-2320 3040 / 2122 / 2320 5114/218, Emergency ☎ 166 QIN:03112WB1988PLCd45223
Gariahat Clinic: 48/1F, Leela Roy Sarani (Gariahat), Kolkata, West Bengal - 700 019, India. ☎ +91-33-2461 8028 / 8079
✉ info@apollohospitals.com 🌐 www.kolkata.apollohospitals.com



ApolloMultispecialityHospitals

Form - IV
(See rule 13)
ANNUAL REPORT

[To be submitted to the prescribed authority on or before 30th June every year for the period from January to December of the preceding year, by the occupier of health care facility (HCF) or common bio-medical waste treatment facility (CBWTF)]

Sl. No.	Particulars		
1	Particulars of the Occupier	:	
	(i) Name of the authorized person (occupier or operator of facility)	:	MR. RANA DASGUPTA CHIEF EXECUTIVE OFFICER
	(ii) Name of HCF or CBMWTF	:	APOLLO MULTISPECIALITY HOSPITALS LTD.
	(iii) Address for Correspondence	:	58 CANAL CIRCULAR ROAD
	(iv) Address of Facility	:	KOLKATA - 700054
	(v) Tel. No, Fax, No	:	(033) 2320 2122/3040; 2320 5218
	(vi) E-mail ID	:	
	(vii) URL of Website	:	
	(viii) GPS coordinates of HCF or CBMWTF	:	
	(ix) Ownership of HCF or CBMWTF	:	(State Government or Private or Semi Govt. or any other) PRIVATE
	(x). Status of Authorization under the Bio-Medical Waste (Management and Handling) Rules	:	Authorisation No.: 06/25(BM)-523/99-2000 6.19/21 Valid upto: 31.08.26
	(xi). Status of Consents under Water Act and Air Act	:	Valid upto: 06/25/CON(BM)-3125/2015 31.08.2026
2	Type of Health Care Facility	:	
	(i) Bedded Hospital	:	No. of Beds: 750
	(ii) Non-bedded hospital	:	NA
	Clinical Laboratory or Research Institute or Veterinary Hospital or any other)	:	
	(iii) License number and its date of expiry	:	34228813; VALIDITY: 3/8/22
3	Details of CBMWTF	:	
	(i) Number of health care facilities covered by CBMWTF	:	NA
	(ii) No. of Beds covered by CBMWTF	:	
	(iii) Installed treatment and disposal capacity of CBMWTF;	:	_____ Kg/day NA
	(iv) Quantity of bio medical waste treated or disposed by CBMWTF	:	_____ Kg/day NA
4	Quantity of waste generated or disposed in Kg per Annum (on monthly average basis)	:	Yellow Category: - 9635 Kgs Red Category: - 11025 Kgs White: - 1178 Kgs Blue Category: - 1152 Kgs General Solid Waste: - 60,000 Kgs.
	COVID-19 WASTE = 2504 Kgs	:	
5	Details of the Storage, Treatment, Transportation, Processing and Disposal Facility	:	
	(i) Details of the on-site storage	:	Size: 1) 12' x 10' — 2 Nos. 2) 8' x 6' — 2 Nos.

	facility	Capacity: 2000 Kgs		
		Provision of on-site storage: (Cold storage or any other provision) - NA		
	(ii) Disposal facilities	Type of treatment equipment	No of Units	Capacity Kg/day
		Incinerators	NA	Quantity Treated or disposed in kg per annum
		Plasma Pyrolysis	NA	
		Autoclaves	NA	
		Microwave	NA	
		Hydroclave	NA	
		Shredder	NA	
		Needle tip cutter or destroyer	NA	
		Sharps	NA	
		Encapsulation or concrete pit	NA	
		Deep burial pits	NA	
		Chemical disinfection:	NA	
		Any other treatment equipment:	NA	
	(iii) Quantity of recyclable wastes sold to authorized recyclers after treatment in Kg per annum	Red Category (like plastic, glass, etc.) NA		
	(iv) No. of Vehicles used for collection and transportation of biomedical waste	01 NO.		
	(v) Details of incineration ash and ETP sludge generated and disposed during the treatment of wastes in Kg per annum		Quantity Generated	Where disposed
		Incineration	NA	NA
		Ash	NA	NA
	(vi) Name of the Common Bio-Medical Waste Treatment Facility Operator through which wastes are disposed of	1400kg inc. dumping area MEDICARE ENVIRONMENTAL MANAGEMENT PVT LTD.		
	(vii) List of member HCF not handed over bio-medical waste.	NA		
6	Do you have bio-medical waste management committee? If yes, attach minutes of the meetings held during the reporting period	YES (ATTACHED)		

7	Details trainings conducted on BMW	
	(i) Number of trainings conducted on BMW Management	72 TRAINING SESSIONS
	(ii) Number of personnel trained	1910 NOS.
	(iii) Number of personnel trained at the time of induction	ALL
	(iv) Number of personnel not undergone any training so far	NONE
	(v) Whether standard manual for training is available?	YES
8	Details of the accident occurred during the year	
	(i) Number of Accidents occurred	NO MAJOR ACCIDENTS
	(ii) Number of persons affected	NA
	(iii) Remedial Action taken (Please attach details if any)	NA
	(iv) Any Fatality occurred, details	NA
9	Are you meeting the standards of air Pollution from the Incinerator? How many times in last year could not met the standards?	NA
	Details of Continuous online emission monitoring systems installed	NA
10	Liquid waste generated and treatment methods in place. How many times you have not met the standards in a year?	STP, STANDARDS MAINTAINED 6 MONTHLY TEST REPORTS (2021) ATTACHED.
11	Is the disinfection method or sterilization meeting the log 4 standards? How many times you have not met the standards in a year?	NA
12	Any other relevant information	(Air Pollution Control Devices attached with the Incinerator)

Certified that the above report is for the period from

JANUARY 2021 - DECEMBER 2021

Ramesh Chandra

Name and Signature of the Head of the Institution

Date: 27.06.2022

Place: KOLKATA

ACCIDENT REPORTING

1. Date and time of accident : NA
2. Type of Accident : NA
3. Sequence of events leading to accident :
4. Has the Authority of been informed immediately: NA
5. The type of waste involved in accident : NA
6. Assessment of the effects of the accidents on human health and the environment : NA
7. Emergency measures taken : NA
8. Steps taken to alleviate the effects of accidents : NA
9. Steps taken to prevent the recurrence of such an accident : NA
10. Does you facility has Emergency Control policy?
If yes, give details :

Date : 27.06.2022

Place : APOLLO MULTISPECIALITY HOSPITALS
KOLKATA

Signature

Designation



Sr. Manager
House Keeping.

TEST REPORTS	
DESCRIPTION OF SAMPLE	FREQUENCY
STP / ETP WATER	: HALF-YEARLY



TEST REPORT

ULR No. TC59102200000605F

Certificate No.: E(D)21-22/183

SAMPLE DRAWN BY US :

Format No.: NDUFM/51

Date: 26.03.2022

Page 1 of 1

Name of Customer : M/s. Apollo Multispeciality Hospitals Ltd.
 Address : 58, Canal Circular Road, Salt Lake, Kolkata-700 054.
 Description of Sample : STP Water
 Collection Source : STP Inlet
 Sampling Done by : Mr. Sujit Kayal
 Environmental Condition : Temperature : 36°C
 Sample Drawn on : 22.03.2022
 Analysis Started on : 22.03.2022
 Analysis Completed on : 26.03.2022
 Method of Sampling : IS : 3025 (Part - 1) 1987,
 Mode of Sampling : Grab

Sampling Plan : ND1 / FM / 52A

A. PHYSICAL TEST FINDINGS:

Sl. No.	Test Parameter	Test Method	Unit	Result
1	Temperature	APHA 23rd Edn, 2550-B	°C	26

B. CHEMICAL TEST FINDINGS:

Sl. No.	Test Parameters	Test Method	Unit	Result
1	pH at 25°C	APHA 23rd Edn, 4500 H ⁺ B	---	7.44
2	Total Suspended Solids	APHA 23rd Edn, 2540 D	mg/L	64.0
3	Oil & Grease	APHA 23rd Edn, 5520 D	mg/L	8.6
4	Biochemical Oxygen Demand at 27°C for 3 days	IS 3025 (Part - 44) 1993	mg/L	93
5	Chemical Oxygen Demand	APHA 23rd Edn, 5220 B	mg/L	307
6	Total Dissolved Solids	APHA 23rd Edn, 2540C	mg/l	1622

...End of Test Report...



For N.D. International

K.P. De - CEO
(Authorised Signatory)

1. The test report shall not be reproduced, except in full, without written approval of the company.
2. Results relate only to the parameters tested.
3. The remaining sample after test will be retained for 15 days from the date of issue of certificate.



TEST REPORT

Certificate No.: E(D)-(NN)/21-22/1473

Date: 31.08.2021

SAMPLE DRAWN BY US :

Page 1 of 1

Name of Customer : M/s. Apollo Multispeciality Hospitals Ltd.
 Address : 58, Canal Circular Road, Kolkata - 700054
 Description of Sample : Effluent Water
 Collection Source : STP Inlet
 Sample Drawn on : 23.08.2021
 Sample Received on : 24.08.2021
 Analysis Completed on : 31.08.2021
 Method of Sampling : IS : 3025 (Part - 1) 1987 (Reaffirmed 2019) & ND/FM/52A
 Mode of Sampling : Grab

A. PHYSICAL TEST FINDINGS:

Sl. No.	Test Parameter	Test Method	Unit	Result
1	Temperature	APHA 23rd Edn, 2550-B	°C	27

B. CHEMICAL TEST FINDINGS:

Sl. No.	Test parameters	Test Method	Unit	Result
1	pH at 25°C	APHA 23rd Edn, 4500 H ⁺ B	---	7.8
2	Total Suspended Solids	APHA 23rd Edn, 2540 D	mg/L	22.5
3	Oil & Grease	APHA 23rd Edn, 5520 B	mg/L	8.2
4	Biochemical Oxygen Demand at 27°C for 3 days	IS 3025(Part 44) : 1993 (RA2003)	mg/L	55
5	Chemical Oxygen Demand	APHA 23rd Edn, 5220 B	mg/L	168
6	Total Dissolved Solids	APHA 23rd Edn, 2540C	mg/l	780

...End of Test Report...



For N.D. International

K.P. De
K. P. De - C.E.O.
(Authorised Signatory)

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MB-II



N.D. INTERNATIONAL

GOVERNMENT REGISTERED
An ISO 9001:2015 Company Certificate : 20DQHH82



TEST REPORT

Certificate No.: E(D)-(NN)/21-22/1474

SAMPLE DRAWN BY US :

Date: 31.08.2021

Page 1 of 1

Name of Customer : M/s. Apollo Multispeciality Hospitals Ltd.
 Address : 58, Canal Circular Road, Kolkata - 700054
 Description of Sample : Effluent Water
 Collection Source : STP Outlet
 Sample Drawn on : 23.08.2021
 Sample Received on : 24.08.2021
 Analysis Completed on : 31.08.2021
 Method of Sampling : IS : 3025 (Part - 1) 1987 (Reaffirmed 2019) & NDI/FM/52A
 Mode of Sampling : Grab

A. PHYSICAL TEST FINDINGS:

Sl. No.	Test Parameter	Test Method	Unit	Result
1	Temperature	APHA 23rd Edn, 2550-B	°C	27

B. CHEMICAL TEST FINDINGS:

Sl. No.	Test Parameters	Test Method	Unit	Result	Limit as per Environmental Protection Act. (MOE & F) for Effluent discharge into inland surface water
1	pH at 25°C	APHA 23rd Edn, 4500 H ⁺ B	---	8.2	5.5 - 9.0
2	Total Suspended Solids	APHA 23rd Edn, 2540 D	mg/L	12.2	100 mg/L (max)
3	Oil & Grease	APHA 23rd Edn, 5520 B	mg/L	<2	10 mg/L (max)
4	Biochemical Oxygen Demand at 27°C for 3 days	IS 3025(Part 44) : 1993 (RA2003)	mg/L	25	30 mg/L (max)
5	Chemical Oxygen Demand	APHA 23rd Edn, 5220 B	mg/L	80	250 mg/L (max)
6	Total Dissolved Solids	APHA 23rd Edn, 2540C	mg/l	620	2100 mg/L (max.)
7	BIO-ASSAY	IS 6582 (Part 2) :2001 RA 2007	-	92% survival of fish after 96 hours in 100% effluent	90% survival of fish after 96 hours in 100% effluent

Remarks : Satisfactory for the above tested parameters.

...End of Test Report...



For N.D. International

K.P. De - C.E.O.
(Authorised Signatory)

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MS-4



N.D. INTERNATIONAL

GOVERNMENT REGISTERED
An ISO 9001:2015 Company Certificate : 20DQHH82



TEST REPORT

Certificate No.: E(D)-(NN)/20-21/4248

Date: 01.04.2021

SAMPLE DRAWN BY US :

Page 1 of 1

Name of Customer : M/s. Apollo Gleneagles Hospital
 Address : 58, Canal Circular Road, Kolkata - 700054
 Description of Sample : Effluent Water
 Collection Source : STP Inlet
 Sample Drawn on : 26.03.2021
 Sample Received on : 26.03.2021
 Analysis Completed on : 01.04.2021
 Method of Sampling : IS : 3025 (Part - 1) 1987 (Reaffirmed 2019) & NDI/FM/52A
 Mode of Sampling : Grab

A. PHYSICAL TEST FINDINGS:

Sl No.	Test Parameter	Test Method	Unit	Result
1	Temperature	APHA 23rd Edn, 2550-B	°C	27

B. CHEMICAL TEST FINDINGS:

Sl No.	Test parameters	Test Method	Unit	Result
1	pH at 25°C	APHA 23rd Edn, 4500 H ⁺ B	---	7.6
2	Total Suspended Solids	APHA 23rd Edn, 2540 D	mg/L	72.3
3	Oil & Grease	APHA 23rd Edn, 5520 B	mg/L	12.3
4	Biochemical Oxygen Demand at 27°C for 3 days	IS 3025(Part 44) : 1993 (RA2003)	mg/L	88
5	Chemical Oxygen Demand	APHA 23rd Edn, 5220 B	mg/L	242
6	Total Dissolved Solids	APHA 23rd Edn, 2540C	mg/l	1560

...End of Test Report...



For N.D. International

K.R. De
K. R. De - C.E.O.

(Authorised Signatory)

1. The test report shall not be reproduced, except in full, without written approval of the company.
2. Results relate only to the parameters tested.
3. The remaining sample after test will be retained for 15 days from the date of issue of certificate.

BKN-II



N.D. INTERNATIONAL

GOVERNMENT REGISTERED
An ISO 9001:2015 Company Certificate : 20DQHH82



TEST REPORT

Certificate No.: E(D)-(NN)/20-21/4249

Date: 01.04.2021

SAMPLE DRAWN BY US :

Page 1 of 1

Name of Customer : M/s. Apollo Gleneagles Hospital
 Address : 58, Canal Circular Road, Kolkata - 700054
 Description of Sample : Effluent Water
 Collection Source : STP Outlet
 Sample Drawn on : 26.03.2021
 Sample Received on : 26.03.2021
 Analysis Completed on : 01.04.2021
 Method of Sampling : IS : 3025 (Part - 1) 1987 (Reaffirmed 2019) & ND/FM/52A
 Mode of Sampling : Grab

A. PHYSICAL TEST FINDINGS:

Sl. No.	Test Parameter	Test Method	Unit	Result
1	Temperature	APHA 23rd Edn, 2550-B	°C	27

B. CHEMICAL TEST FINDINGS:

Sl. No.	Test Parameters	Test Method	Unit	Result	Limit as per Environmental Protection Act. (MOE & F) for Effluent discharge into inland surface water
1	pH at 25°C	APHA 23rd Edn, 4500 H ⁺ B	---	7.6	5.5 - 9.0
2	Total Suspended Solids	APHA 23rd Edn, 2540 D	mg/L	18.4	100 mg/L (max)
3	Oil & Grease	APHA 23rd Edn, 5520 B	mg/L	<2	10 mg/L (max)
4	Biochemical Oxygen Demand at 27°C for 3 days	IS 3025(Part 44) : 1993 (RA2003)	mg/L	27	30 mg/L (max)
5	Chemical Oxygen Demand	APHA 23rd Edn, 5220 B	mg/L	85	250 mg/L (max)
6	Total Dissolved Solids	APHA 23rd Edn, 2540C	mg/l	1520	2100 mg/L (max.)
7	BIO-ASSAY	IS 6582 (Part 2) :2001 RA 2007	-	92% survival of fish after 96 hours in 100% effluent	90% survival of fish after 96 hours in 100% effluent

Remarks : Satisfactory for the above tested parameters.

...End of Test Report...



For N.D. International

K.P. De - C.E.O.
(Authorised Signatory)

- The test report shall not be reproduced, except in full, without written approval of the company.
- Results relate only to the parameters tested.
- The remaining sample after test will be retained for 15 days from the date of issue of certificate.

SKN-II

TEST REPORT

Name & Address of the Customer :

APOLLO MULTISPECIALITY HOSPITALS LTD.

58, Canal Circular Road Kolkata -700 054 West Bengal 700 054

Report No. : FC820

Date : 28.09.2021

Sample No. (MSKQ/LS/2021-22/10/00300)

Drawn/Submitted on : 07/10/2021

Customer Ref No & :
MAIL DATED:06/10/2021

We hereby certify that the following sample drawn by us has been analyzed with the following results:

1. Description of sample (As declared by customer)	Effluent Water
2. Sample Mark (if any, given by the customer)	ETP water from ETP Outlet
3. Date of sampling	11.09/2021
4. Place of sampling	APOLLO MULTISPECIALITY HOSPITALS LTD. 58, Canal Circular Road Kolkata -700 054 West Bengal 700 054
5. Environmental conditions during sampling	As Per SCP
6. Sampling Plan & Procedures used	As Per SCP

ANALYSIS RESULT OF RADIOACTIVE MATERIALS

Sl.No.	Test Parameter	Requirement (Acceptable limit as per IS: 10590-2017)	Permissible limit in the absence of Alternate as per IS: 10590-2017	Result	Test Method
1.	Gross Alpha Emitters (Bq/l) Max	0.1	No Relaxation	<0.1	IS:1419 (Part-2) 2013
2.	Gross Beta Emitters (Bq/l) Max	1.0	No Relaxation	<1.0	IS:1419 (Part-2) 2013

Report Verified By

For Mitra S. K. Private Limited

* This result relate only to the item(s) tested.
* This Test Report shall not be reproduced except in full, without the permission of Mitra S. K. Private Limited.

MEETING MINUTES

Committee Name:	BIO MEDICAL WASTE MANAGEMENT COMMITTEE		
Date of Meeting: {DD/MM/YYYY}	04.05.2021	Time: 3 pm – 4 pm	
Location:	Board Room	Start:	3 pm
Minutes Prepared By:	Tanusri Pal	End:	4 pm
Presided By:	GM -Operations		

1. Attendance at Meeting (add rows as necessary)

1. Dr. Snyusis Bandyopadhyay, Director - Medical Services
2. Dr Joy Basu, Vice President – Administration
3. Ms. Lakshmi Bhattacharyya - Director Nursing
4. Mr. Dulal Chakraborty, GM - Operations (Convener)
4. Dr. Partho Bhattacharya, Asst. Director - Medical Services
6. Dr. Ujjwal Roy, Consultant Laboratory
7. Mr. Krishendu Bose, GM - Maintenance
8. Ms. Erika Xaviour, Nursing Superintendent
9. Mr. Anilava Nandi, DGM - Materials
10. Ms. Tanusri Pal, Sr. Manager - Housekeeping
11. Mr. Krishendu Bose, Head - Maintenance,
12. Mr. Tapas Sengupta, DGM, Safety & Security
13. Mr. Ashish Mishra, Company Secretary
14. Dr Abhinav Bishnu, Head – QA
15. Mr Akash Karnekar, Sr Executive, Quality Assurance
16. Dr. Priya Srivastava, Manager- Quality Assurance
17. Mr. Raju Singh, Deputy Manager – Dy Manager Housekeeping
18. Mr. Partho Sathish Chowdhury, Manager - Housekeeping

2. Meeting Agenda

1. Timing for waste collection by Medicare.
2. Gate Pass for vehicles of Medicare.
3. Arrangement for waste trolley bay.
4. Visit to Medicare facility.
5. Bio Medical Waste Generation Limit: Monthly & Average per day.
6. Requirement of a mobile phone exclusive for Bio Medical Waste Department.
7. Pictorial BMW disposal bi-lingual posters.
8. Equipment for cleaning Storage room (Jet Pressure Machine)
9. Training on BMW during induction programme.

3. Previous meeting discussions/ follow ups (if any):

Previous minutes were confirmed, decisions taken as per the requirements and there were no other amendments.

4. Action Items/ Decision tracker: (add rows as necessary)

Key Issues Discussed	Root Cause Identified	Agreed Action/ Decision	Assigned To/ Responsibility	Due Date	Follow up/ Status
1. Timing for waste collection by Medicare	It was observed that waste was picked up between 08:30 am - 09:30. During this time the regular flow of hospital vehicular traffic continued. Thus posing a risk of spill exposure to other pass-by staff members.	It has been decided to monitor the traffic in this route during the waste pick up.	Mr. Tapas Sengupta	5/5/2021	Immediate

2. Gate Pass for vehicles of Medicare	It was observed that there is no gate pass issued to the Medicare Vehicles.	Security to issue gate pass to Medicare vehicles	Mr. Tapas Sengupta	1/7/21	
---------------------------------------	---	--	--------------------	--------	--

3. Arrangement for waste trolley bay	It was observed that the water after washing the soiled trolley spread in the storage vicinity.	A washing bay with drain will be constructed near the waste disposal storage area	Mr. Krishnendu Bose	1/7/21	
4. Visit to Medicare facility.	Visit to the waste disposal facility is pending	A team to be made for immediate visit.	Dr. Joy Basu / Ms. Tanusri Pai	Immediate	
5. Bio Medical Waste Generation limit: Monthly & Average per day	It has been observed that erroneously Average per day limit is mentioned as maximum limit per day.	Correction will be made during renewal.	Mr. Ashish Mishra	1/10/21	

General comments (if any):

Sl/No	Points Discussed	Responsible for Action	EDC
1.	Pictorial BMW disposal bi-lingual posters	Mr. Akash Karmakar	1/7/2021.
2.	Training on BMW during induction programme	Housekeeping / HR	1/7/2021

APOLLO GLENEAGLES HOSPITALS - KOLKATA
 BIO MEDICAL WASTE MANAGEMENT COMMITTEE MEETING

DATE 04.05.2021

TIME: 3 pm - 4 pm

VENUE Board Room

SR. NO	NAME	DESIGNATION	DEPARTMENT	SIGN
1.	Krishnendu Bose	GM	Maint.	[Signature]
2.	Dr. P. Chakraborty	ADMS	Med	[Signature]
3	Syamini B	DM	ES	[Signature]
4	Dr. Athanayya Basu	Manager-Quality	Quality	B
5	Pantra Master	SR. Supervisor	ESSD	P. Pantra
6	Pantra Sanathi Chowdhury	Manager	HR	Pantra
7	Dr. Anupam B.	Consultant	Lab	[Signature]
8	K. Chakraborty	DOE	Recd	[Signature]
9	Ashish Mishra	C.S.	Finance	[Signature]
10	Abhishek Choudhury	sr. manager	PA	[Signature]
11	Rajni Singh	Deputy Manager	Housekeeping	[Signature]



APOLLO GLENEAGLES HOSPITALS - KOLKATA
BIO MEDICAL WASTE MANAGEMENT COMMITTEE MEETING

DATE 04.05.2021

TIME: 3pm - 4 pm

VENUE Board Room

SR. NO	NAME	DESIGNATION	DEPARTMENT	SIGN
12	Anilam Nand.	DGA	Medical	[Signature]
13	Akash K	sr. Executive	QA	[Signature]
14	Papash Sengupta	DCM	Security	[Signature]
15	H. Rize Srinivas	Manager	QA	[Signature]
16	Tanviri Pal	sr. Mgr	HR	[Signature]
17	Dr. Joy Basu	VP - A	Admin	[Signature]
8	DULAL CHAKRABORTY	GM	OPS	[Signature]



Signed by:



(Chairperson)

MEETING MINUTES

Committee Name:	BIO MEDICAL WASTE MANAGEMENT COMMITTEE		
Date of Meeting: (DD/MM/YYYY)	18.11.2023	Time: 3 pm - 4 pm	
Location:	Board Room	Start:	3 pm
Minutes Prepared By:	Tanusi Pal	End:	4 pm
Presided By:	Dr. Partho Bhattacharya, Joint Director- Medical Services		

1. Attendance at Meeting (add rows as necessary)

1. Dr. Partho Bhattacharya, Joint Director- Medical Services
2. Ms. Lakshmi Bhattacharyya - Director Nursing
3. Mr. Ashish Mishra, Company Secretary
4. Dr. Santanu Panda, Head - QA
5. Ms. Junie Xavier, Nursing Superintendent
6. Mr. Tapas Sengupta, DGM, Safety & Security
7. Ms. Sharbani Ra, Sr Manager - Operations
8. Mr. Rajeshwar Ray, Sr. Manager- Operations
9. Mr. Anshu Nandi, DGM - Water & Air
10. Ms. Tanusi Pal, Sr. Manager - Housekeeping
11. Mr. Akash Karmakar, Sr Executive, Quality Assurance
12. Mr. Raju Singh, Deputy Manager - Dy Manager Housekeeping
13. Mr. Partho Sankhi Chowdhury, Manager - Housekeeping
14. Mr. Deepak Mazumdar, Manager - Learning & Development
15. Mr. Nilchi Sengupta, Executive - Housekeeping

2. Meeting Agenda

1. Medicare should collect the entire generated waste of 24 hours. Back log to be discouraged.
2. Gate Pass for vehicles of Medicare.
3. Bio Metric Access control of storage rooms to be repaired.
4. Special uniform for BMW disposal team.
5. Bio Medical Waste Generation limit: Per Day limit can exceed on few occasions.
6. Disposal of Body Parts
7. BMW training by Medicare team.
8. Appropriate segregation at source
9. Irregular Supply of BMW barcodes & bags.

3. Previous meeting discussions/ follow ups (if any):

Previous minutes were confirmed, decisions taken as per the requirements and there were no other amendments.

4. Action Items/ Decision tracker (add rows as necessary)

Key Issues Discussed	Root Cause Identified	Agreed Action/ Decision	Assigned To/ Responsibility	Due Date	Follow Up/ Status
1. Medicare should collect the entire generated waste of 24 hours	It has been observed that Medicare vehicle does not clear the entire waste on a daily basis. This resulting in collection of backlog.	It has been decided to send communication to Medicare on the total no. of days when the entire waste has not been collected.	Mr. Debajit Pal	30/11/21	Issue of Memo
2. Gate Pass for vehicles of Medicare	It was observed that there is no gate pass issued to the Medicare Vehicles.	Security to issue gate pass to Medicare vehicles	Mr. Tapas Sengupta	30/11/21	

3. Bio Safety: Access control of storage rooms to be repaired.	The bio safety access control is not functioning.	The bio safety access control should be re-activated.	Mr. Tapas Sengupta	20/11/21	
4. Special uniform for BMW disposal team	Special uniform is required for ease in visibility during transportation	Bright coloured waterproof apron to be presented to Infection Control for approval.	Ms. Tanushree / Sr. Jyoti Sarkar / Mr. Anil Kumar Nandi	30/12/21	
5. Bio Medical Waste Generation limit: Monthly & Average per day	It has been observed that erroneously Average per day limit is mentioned as maximum limit per day.	Request will be made to PCB to amend detail.	Mr. Ashish Mishra	31/12/21	
6. Appropriate Segregation at source	It has been observed that appropriate segregation is not followed in few areas of the hospital	Training on BMW disposal to be carried out at unit levels by BMW Team.	Ms. Tanushree / Sr. Jyoti Sarkar / Mr. Deepak Mondal	1/11/21	
7. Disposal Of Body Parts	Segregation of body parts in freezer based on MLC & Non MLC should be clearly marked.	Process flow on disposal of body parts to be reiterated.	Mr. Tapas Sengupta / Ms. Tanushree Pat		

General comments (if any):

Sl. No.	Problem Statement	Responsible for Action	RUC
1.	Transportation of BMW should not be done during busy hours	Mr. Raju Singh / Mr. Partha Senapati Choudhary	Immediate
2.	Training on BMW disposal at location should begin at earliest	Mr. Tejendra Pal / Deepak Measunder	1/12/2023



APOLLO MULTISPECIALITY HOSPITALS - KOLKATA BIO MEDICAL WASTE MANAGEMENT COMMITTEE MEETING

DATE

18-11-2021

TIME:

03 PM - 04 PM



VENUE

BOARD ROOM

SRL NO	NAME	DESIGNATION	DEPARTMENT	SIGN
1.	Dr. P. Bhattacharya	JSMI	Med	
2.	A. Bhattacharya	DOA	Account	
3.	Ashish Mishra	C.S.	Finance	
4.	Dr Santanu Panigrahy	MR	IC	
5.	Junie Xavier	NS-IC	IC	
6.	Sharbani Hajri	Sr. Mgr.	Ops	
7.	Papash Sengupta	DGM	Security	
8.	Nitadri Sengupta	Exe.	H/K	
9.	Amitava Mondal	DGM	Material	
10.	Partha Sarathi Choudhury	Manager	Daycare HK	
11.	Deepak K. Rijewas (S)	Manager Sr. Manager	HOT Ops	
13.	Rajiv Singh	Manager	Housekeeping	
14.	Arun K. Sin	Sr. Executive - QA	QA	
15.	Panusri Pal	Sr. Manager	Housekeeping	



Signed by:


(Chairperson)

18/11/21
(Sr. Mgr. Ops.)